



Shared Neutrals

Possible through partnerships

Federal Executive Board and Federal Mediation and Conciliation Service



Training Program Application Dispute Resolution Facilitator (Shared Neutrals)

Name:	Agency:
Position:	Address:
Telephone Number:	Email:
Education:	
Relevant Training or Course Work (this may include communication skills, conflict resolution, negotiation, facilitation, labor relations or any other relevant topic):	
Additional skills that would aid you as a dispute resolution facilitator (second language sign language, expert knowledge):	
What do you hope to gain as a result of taking this course?	
How do you see yourself applying your dispute facilitation skills?	
How does dispute facilitation fit into your long term career development plans?	

Supervisor Approval

Name:	Agency:
Position:	Signature and Date:

Application Deadline: Applications for the **Fall class** must be filled in, signed and submitted to FMCS by **July 1**. Applications for the **Spring class** must be submitted by **February 1**. Depending on the numbers of applications due in July, applicants may be slotted in for the Spring training cycle.

St. Louis Field Office, 1034 S. Brentwood Blvd, Suite 450, St. Louis, MO 63117 (314) 205-2004/2003



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Agency Agreement to Participate Dispute Resolution Facilitator (Shared Neutrals)

Name of Agency Approving Authority:	Agency:
Position:	Contact Number/E-mail:

By my signature, I confirm that I the above named agency, agrees to participate in the St. Louis FEB Shared Neutrals Program, an interagency collaborative effort in support of internal employment dispute resolution

As such, the Agency agrees to:

- Allow the staff member nominated on this training application, who has been approved by the FMCS Shared Neutrals Commissioners, to work on an ad hoc basis as neutrals for other federal agencies;
- Support the staff members' attendance and participation in Shared Neutral continued professional development training;
- Abide by principles of confidentiality, as outlined in section 574 of the
- Administrative Dispute Resolution Act of 1996 (Pub. Law 104-320), and the Shared Neutrals Standards of Practice;
- Assist, if necessary, in obtaining appropriate facilities for meetings, scheduling an initial mediation conference with the disputants and reimbursing travel expenses for Shared Neutrals mediators used by the Agency.

It is understood that by signing this document the Agency does not in any way compromise its authority to control the work schedule of any employee who is acting as a neutral under this project.

Authorized Agency Official

Title

Date